
SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
ADMINISTRATION COMMITTEE

November 1, 2007

MINUTES

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPE OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Administration Committee held its meeting at the SCAG Offices, Downtown Los Angeles, CA. The meeting was called to order by Jon Edney, Vice Chair, El Centro. There was a quorum.

Members Present

Baldwin, Harry	City of San Gabriel
Burke, Yvonne	County of Los Angeles
Clark, Margaret	City of Rosemead
Cook, Debbie	City of Huntington Beach
Dixon, Richard	City of Lake Forest
Edney, Jon (Vice Chair)	City of El Centro
McCallon, Larry	City of Highland
Nowatka, Paul	City of Torrance
Ovitt, Gary	County of San Bernardino
Parks, Bernard	Los Angeles
Pettis, Greg	City of Cathedral City
Wapner, Alan	City of Ontario
Young, Toni	City of Port Hueneme

Members Not Present

Aldinger, Jim	Manhattan Beach
Lowenthal, Bonnie	City of Long Beach
Loveridge, Ronald (Chair)	City of Riverside
Masiel, Andrew	Pechanga Band of Luiseno Mission Indians
O'Connor, Pam	City of Santa Monica
Roberts, Ron	City of Temecula
Ten, Mike	City of South Pasadena
Washburn, Dennis	City of Calabasas

1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE

Hon. Jon Edney, Vice Chair, El Centro, called the meeting to order at 9:10 a.m.

2.0 PUBLIC COMMENT PERIOD

There were no public comments.

3.0 REVIEW and PRIORITIZE AGENDA ITEMS

No agenda reprioritizations were made.

4.0 FY08-09 BUDGET WORKSHOP—POSTPONED UNTIL DECEMBER 2007

5.0 CONSENT CALENDAR

5.1 Approval Items

5.1.1 Minutes of October 4, 2007 Meeting

5.1.2 Approval to use SCAG TDA funds to
Reimburse FY06-07 Consultant Expenditures

5.1.3 SCAG Conflict of Interest Code Amendment

5.1.4 Resolution 07-491-1 for FY07-08
Overall Work Program Amendment 2

5.1.5 SCAG Regional Transit Conference
Initial Date: March 20, 2008
Conflicts with the San Bernardino County
Annual City/ County Conference

5.1.6 MOU with Metro Gold Line
Foothill Extension Construction Authority

5.1.7 International Conference on Hinterland
Development and Strategies of the
Pyeongtaek Port, Korea

5.2 Receive & File

5.2.1 Contracts/Purchase Orders and
MOUs between \$5,000 - \$250,000

Motion was made (Pettis) to approve the consent calendar subject to a date change for item 5.1.5. Motion was seconded (McCallon) and unanimously approved.

6.0 INFORMATION ITEMS

6.1 CFO Monthly Financial Report

Wayne Moore, CFO briefly reported on the updated FY07-08 actuarial report for the Retiree Healthcare Benefit Trust fund application that SCAG will be making to CalPers. Contributions to this benefit trust will begin in January 2008. Hon. Jon Edney made a recommendation for the Audit & Personnel Committees to reevaluate the 20 year amortization and determine if there is an effective way to decrease the time line to perhaps 6, 7, or 10 years. Hon. Nowatka stated that the way the program is setup, it automatically allows for a three year review; however, the committee is receptive to reevaluating as requested. Wayne Moore, in the meantime, will prepare a white paper on this issue.

The Personnel and Audit Committees will schedule a meeting in December or in January to discuss further.

6.2 Reactivation of Contracts Subcommittee

Wayne Moore asked the committee to consider reactivating the Contracts Subcommittee. Due to a number of small contracts with only a few bidders, SCAG would like to expand the number of participants in the program and create a more competitive environment for contracting.

Hon. Edney asked about the time line for the subcommittee to come back with recommendations. Hon. Young mentioned that she was on the contracts committee and that the committee met once a month. Hon. Young also stated that in order to give staff enough time to come up with new ideas and to discuss related issues, a six month time frame is recommended.

Hon. Edney approved Hon. Young's recommendation and stated that the committee makeup be no more the five members. Interested members can make a request to Hon. Loveridge, Chair of the Administration Committee; that request will then be forwarded to the President for appointment. Requests for membership should be made by December so that the Subcommittee can begin meeting in January.

7.0 AUDIT COMMITTEE REPORT

Hon. Nowatka reported that the Audit Committee met with the auditors, who have determined that SCAG is in good shape. The final auditors report will be completed shortly. Mr. Nowatka also reiterated Jon Edney's request for the Joint meeting of the Audit and Personnel Committees to reevaluate the 20 year amortization for the Retiree's Healthcare Benefit.

**8.0 COMMUNICATIONS &
MEMBERSHIP REPORT**

Hon. Baldwin reported that the Communications members met and approved the following recommendations:

1. That the Draft Subcommittee Charter be adopted.
2. That the Subcommittee change its name to Membership & Communication Subcommittee.
3. That the Subcommittee report directly to the Regional Council.

Colin Lennard, General Counsel, stated that SCAG legal department will make any necessary changes to the Bylaws to reflect the above changes.

Motion was made (Baldwin) to approve the recommendations. Motion was seconded (Young) and unanimously approved.

9.0 DISTRICT EVALUATIONS REPORT

Wayne Moore stated that the subcommittee plans to meet before the end of the year. There are four membership appointments which need to take place.

Gary Ovitt, President, stated that he has made the appointments and will announce appointments at the Regional Council meeting.

10.0 PERSONNEL COMMITTEE REPORT

No report was made

11.0 STAFF REPORT

No report was made

12.0 FUTURE AGENDA ITEMS

None made

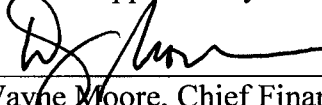
13.0 ANNOUNCEMENTS

None made

14.0 ADJOURNMENT

Hon. Jon Edney, Vice Chair, adjourned the meeting at 9:26 a.m.

Minutes Approved by:


Wayne Moore, Chief Financial Officer
Staff to the Administration Committee

ADMINISTRATION COMMITTEE ATTENDANCE REPORT

2007

Member (including Ex-Office) LastName, FirstName	Representing	X = County Represented					X = Attended					= No Meeting					NM = New Member				
		IC	LA	OC	RC	SB	VC	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Aldinger, Jim *	Manhattan Beach		X					X							X		X				
Baldwin, Harry*	San Gabriel		X					X	X		X		X		X		X	X			
Burke, Yvonne*	Los Angeles County		X					X	X		X		X		X		X	X			
Clark, Margaret*	Rosemead		X					X			X			X	X		X	X			
Cook, Debbie	Huntington Beach		X															NM			
Dixon, Richard*	Lake Forest			X				X			X			X	X		X	X			
Edney, Jon* Vice Chair	El Centro	X						X	X	X	X		X	X	X			X			
Loweridge, Ronald, Chair*	Riverside				X				X	X			X	X	X		X				
Lowenthal, Bonnie	Long Beach		X																		
Masiel, Andrew*	T.A.S.I.N.					X				X	X										
McCallon, Larry*	Highland				X			X	X	X			X	X	X		X	X			
Nowatka, Paul*	Torrance		X					X	X	X	X		X		X		X	X			
O'Connor, Pam*	Santa Monica		X																		
Ovitt, Gary*	San Bernardino County				X				X		X		X	X	X		X	X			
Parks, Bernard*	Los Angeles		X					X							X			X			
Pettis, Gregory*	Cathedral City				X			X	X	X	X						X	X			
Roberts, Ron *	Temecula				X			X			X			X	X		X				
Ten, Mike	South Pasadena		X																		
Wapner, Alan*	Ontario					X			X	X	X		X	X	X		X	X			
Washburn, Dennis*	Calabasas		X					X	X	X	X			X							
Young, Toni *	Port Hueneme						X		X	X	X		X		X		X	X			
Totals		1	11	1	3	4	1														

* Regional Council Member